

# Georgia State Board of Funeral Service

## Board Meeting

### August 13, 2013

A meeting of the Georgia State Board of Funeral Service was held on Tuesday, August 13, 2013 at the Professional Licensing Boards office, 237 Coliseum Drive, Macon, GA. Chairman Thelon Hamby called the meeting to order at 10:02 a.m.

A quorum was established with members present being: Chairman: Thelon Hamby, Bryant Hightower, Lauren McDonald, Terry Daviston, Nancy Kennedy and Michael Fowler.

Others present were as follows: Steve Lindsey, Executive Director, and Grechelle Blocker, Board Support Specialist and Reagan Dean, Assistant Attorney General.

#### **Public Hearings:**

A public hearing was held by the Georgia Board of Funeral Service on August 13, 2013, for the purpose of providing licensees the opportunity to appeal fines assessed for inspection violations. The hearings were held at the office of the Professional Licensing Boards Division, 237 Coliseum Drive, Macon, GA. The Board chairman, Thelon Hamby, called the hearings to order at 10:05 a.m. A quorum of the Board was established with members Thelon Hamby, Bryant Hightower, Lauren McDonald, Terry Daviston, Nancy Kennedy and Michael Fowler.

At the conclusion of the hearings, the Board rendered the following decisions on each case:

**Vincent R. Drummer Funeral Home Inc:** Michael Fowler moved, Bryant Hightower seconded, and the Board voted to uphold a \$50 fine for no current wall certificate displayed and waive a \$200 fine for a casket that did not meet pricing information requirements.

**Roberson Funeral Home:** Michael Fowler moved, Lauren McDonald seconded, and the Board voted to uphold a \$100 fine for no proof of lease agreement for a Hearse and waive a fine of \$200 for a non-sanitary restroom and waive a fine of \$50 for no current wall certificate displayed.

**McLean Litman Funeral Services Inc:** Bryant Hightower moved, Nancy Kennedy seconded, and the Board voted to uphold a \$50 fine for no arterial and cavity fluid, \$200 fine for establishment not in clean, sound, safe and acceptable repair condition, \$50 fine for no nonporous sink cover, \$200 fine for caskets that did not meet pricing information requirements, \$100 fine for no operable hearse and \$50 for no current wall certificate displayed.

**Litman Funeral Home:** Bryant Hightower moved, Nancy Kennedy seconded, and the Board voted to uphold a \$50 fine for no screen on ventilation system, \$200 fine for no hot running water, \$200 fine for no sanitary floors, \$50 fine for no embalming machine, \$50 fine for no installed back flow preventer, \$200 fine for no clean, safe, sound and acceptable repair condition, \$200 fine for embalming room not used only for embalming of dead human bodies, \$200 fine for non-sanitary restroom, \$100 fine for number of caskets displayed, \$200 fine for caskets that did not meet pricing

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information requirements and waive a fine of \$50 for no scalpel, \$100 fine for no operable hearse and \$50 fine for no current wall certificate displayed.

The Chairman declared the hearings closed at 1:20 p.m. and declared the meeting in Open Session.

A quorum was established with members present being: Chairman: Thelon Hamby, Bryant Hightower, Lauren McDonald, Terry Daviston, Nancy Kennedy and Michael Fowler.

Others present were as follows: Steve Lindsey, Executive Director, and Grechelle Blocker, Board Support Specialist and Reagan Dean, Assistant Attorney General.

#### **Executive Session:**

Lauren McDonald moved to enter into Executive Session to deliberate on applications, complaints, and investigations, as authorized by O.C.G.A. § 43-1-2 (k) and 43-1-19 (h). Michael Fowler seconded the motion. The motion was carried by Thelon Hamby, Chairman; Bryant Hightower, Michael Fowler, Nancy Kennedy, Terry Daviston and Lauren McDonald. The Board concluded Executive Session in order to vote on the matters discussed and to continue with the public session.

#### **Applications:**

Bryant Hightower moved, Terry Daviston seconded, and the Board voted to approve the following applications for a change of Funeral Director in Full & Continuous Charge:

- 1835511 Fairhaven Funeral Home & Crematory - **Jason N McCullough**
- 1844576 Fairhaven Hubert Baker Chapel – **Hubert C Baker**
- 1809274 Georgia Memorial Park Funeral Home & Crematory - **Gregg Free**
- 1842130 Martin Luther King Memorial Chapel – **La-mont Smalls**
- 1857911 Heritage Memorial Funeral Home & Crematory – **Jason Moore**
- 1855025 South Georgia Crematory LLC – **Ronald A Lipsey**
- 1852669 Lakeside Funeral Home – **Paul D Mousseau**
- 1855510 Mack's Funeral Home – **Nicole Y Lawence**

Bryant Hightower moved, Terry Daviston seconded, and the Board vote approve the following application for licensure as a new Establishment:

- 1840686 R Dudley Barton & Son Funeral Home Inc

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Bryant Hightower moved, Terry Daviston seconded, and the Board voted to approve the following applications for licensure as a Funeral Director & Embalmer:

- 1845291/1845294      Zakiyah Ameenah Muhammad

Bryant Hightower moved, Terry Daviston seconded, and the Board voted to approve the following applications for licensure as a Funeral Director & Embalmer by reciprocity:

- 1836238/1836242      Mark Allen Neal

Bryant Hightower moved, Terry Daviston seconded, and the Board voted to approve the following applications for reinstatement as a Funeral Director & Embalmer pending passing of the GA Laws & Rules exam:

- 1809518/1809519      D J M

Bryant Hightower moved, Terry Daviston seconded, and the Board voted to approve the following application for licensure as a Funeral Service Apprentice:

- 1849466      Latoya Denise Clarke

Bryant Hightower moved, Terry Daviston seconded, and the Board voted to approve the following Trade Embalmer for Supervision of a Funeral Service Apprentice:

- EMB004540      Stedderick B Thomas

Bryant Hightower moved, Terry Daviston seconded, and the Board voted to refer the following application to the Attorney General's office for licensure by consent order with probation for entire apprenticeship:

- 1844782      C A M

Bryant Hightower moved, Terry Daviston seconded, and the Board voted to rescind its previous decision to deny and approved the following applications for licensure as a Funeral Director & Embalmer:

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- 1826657/1826661 Tremaine Lee Jordan

Bryant Hightower moved, Terry Daviston seconded, and the Board voted to deny the following application for licensure as Embalmer by endorsement:

- 1820342 T M J

Bryant Hightower moved, Terry Daviston seconded, and the Board voted to deny the following applications for new Establishments:

- 1848016 B J M F D
- 1819034/ 1822364 P F H & C

Bryant Hightower moved, Terry Daviston seconded, and the Board voted to accept the Attorney General's report.

Bryant Hightower moved Terry Daviston seconded, and the Board voted to accept the Cognizant's recommendations on the following cases:

FUN120176	Refer to the Attorney General's office for revocation of the Funeral Director's license
FUN130146	Close with letter to Respondent advising that he must send a Certified letter to family to notify where the remains may be picked up
FUN130125	Close
FUN130147	Refer to Inspections to issue cease and desist order
FUN140001	Was not presented to board
FUN130132	Administratively revoke the Establishment license and refer to Inspection to determine if the Establishment is still operating. Also notify GA Dept. of Vital Records of the lapsed status of the license.
FUN140011	Close
FUN140002	Close
FUN130133	Refer to Attorney General's office for disciplinary action against the Funeral Director and Embalmer licenses. Deny application of establishment. Refer back to Enforcement to obtain list of preneed contracts with no record of funds deposited

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Michael Fowler moved, Bryant Hightower seconded, and the Board voted to ratify the following orders to accept fine money for inspection violations:

- |                                |       |            |
|--------------------------------|-------|------------|
| • Byne-Royall Funeral Home Inc | \$200 | Savannah   |
| • Stevens Funeral Home         | \$400 | Valdosta   |
| • Carter Funeral Home          | \$50  | Hinesville |
| • Perry Brothers               | \$50  | Waycross   |
| • R W Andrews Mortuary         | \$700 | Atlanta    |

#### **Approval of Minutes:**

Lauren McDonald moved, Michael Fowler seconded, and the Board voted to approve the Official Minutes from the July 9, 2013 meeting.

Lauren McDonald moved, Michael Fowler seconded, and the Board voted to approve the Executive Session minutes from the July 9, 2013 meeting.

Lauren McDonald moved, Bryant Hightower seconded, and the Board voted to ratify the following licenses issued since the July 9, 2013 Board meeting.

EMB004857	Thompson, Shamere	Funeral Service
FD005263	Thompson, Shamere	Funeral Service
FEST001866	Breedlove Memorial Chapel Inc	Funeral Service
FSA005566	Miller, Melinda Sue	Funeral Service
FSA005567	Westbrook, Robert Craig	Funeral Service
FSA005568	Mackinen, Chase Michael	Funeral Service
FSA005569	Hammond, Jamir Antorrio	Funeral Service
FSA005570	Newsom, Thomas Jonathan	Funeral Service
FSA005571	Forrester, Wesley Michael	Funeral Service
FSA005572	Lindsey, Bertil Efio	Funeral Service

Nancy Kennedy moved, Michael Fowler seconded, the Board voted to approve the following Continuing Education courses:

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Program Provider/Sponsor	Course Title	Hours Approved
<b>National Funeral Directors Association</b> Kathleen Walczak 13625 Bishop's Drive Brookfield, WI 53005 (800) 228-6332 <a href="mailto:kwalczak@nfda.org">kwalczak@nfda.org</a>	Cremation Due Diligence Is In Your Hands: Implementing the Updated Due Diligence Guide to Best Practices	1
	Gaining Market Share through Exceptional Cremation Service	2
	Complying with OSHA's Most Cited Standards in Funeral Homes	4
	Minimize Your Funeral Home's Wage & Hours Liability Risk	2
	NFDA Certified Crematory Operator Program Seminar	7
<b>International Order of Golden Rule</b> Jessica Smith 3520 Executive Center Drive Suite 300 Austin, TX 78731 (800) 637-8030 Phone (512) 334-5514 Fax <a href="mailto:jsmith@ogr.org">jsmith@ogr.org</a>	Using Telecommunications to Manage and Grow Your Funeral Home	1

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<b>Academy of Professional Funeral Services</b> <b>International Cemetery, Cremation and</b> <b>Funeral Association</b> Daniel Osorio 107 Carpenter Drive Suite 100 Sterling, VA 20164 (703) 391-8400 Phone (703) 391-8416 Fax <a href="mailto:danielo@iccfa.com">danielo@iccfa.com</a>	2013 Fall Management Conference	10.5
<b>Nicodemus &amp; Associates</b> Mike Nicodemus 1633 Lucia Court Virginia Beach, VA 23455 (757) 503-3576 <a href="mailto:mikenicodemus@cox.net">mikenicodemus@cox.net</a>	Cremation Due Diligence	2
	How To Successfully Market Cremation	2
<b>Dodge Institute for Advanced Studies</b> Debbie Dodge 9 Progress Road Billerica, MA 01821 (800) 443-6343 <a href="mailto:ddodge@dodgeco.com">ddodge@dodgeco.com</a>	Embalming - The Challenges & The Rewards	9

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Nancy Kennedy moved, Michael Fowler seconded, the Board voted to table the following request for Continuing Education courses until the September 10, 2013 Board meeting:

<b>Program Provider/Sponsor</b>	<b>Course Title</b>
<b>International Cemetery, Cremation and Funeral Association</b>	ICCFA University, College of 21 <sup>st</sup> Century Services
	ICCFA University, College of Cremation Services
	ICCFA University, College of Embalming, Restorative Art and Other Care
	ICCFA University, College of Land Management and Grounds Operations
	ICCFA University, College of Leadership, Administration and Management
	ICCFA University, College of Sales and Marketing
	ICCFA University, College of Funeral Home Management

#### **Other Business:**

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to approve the following requests for a 90 day grace period:

- FEST000270                      Davenport-McLendon Mortuary Inc
- FEST001591                      Towns Funeral Home Inc



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Terry Daviston moved, Michael Fowler seconded, and the Georgia Board of Funeral Services voted to accepted a signed cease and desist order from the following Establishment:

- FEST001799                      Hopkins Mortuary                      Thomasville

There being no further business, the meeting adjourned at 4:38 p.m.

The Georgia State Board of Funeral Service's next meeting will be held Tuesday, September 10, 2013 at 10:00 a.m.at the Professional Licensing Boards Office, 237 Coliseum Drive, Macon, GA.